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| С     |                    | Time Factors in Processing Overt & Semi-Covert Cases               |
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| TABLE | CHART |                            |
|-------|-------|----------------------------|
|       | 11    | Agency Security Violations |
| I     | 25X1A |                            |

#### OFFICE OF SECURITY

#### STATUS OF OVERT AND SEMI-COVERT CASES

Month of January 19 62

|                           | PEND                  | RECD<br>During<br>Month | PROCESSED |              |               |                 |       | PENDING |      |
|---------------------------|-----------------------|-------------------------|-----------|--------------|---------------|-----------------|-------|---------|------|
| TYPE OF CASE              | Beginning<br>of Month |                         | Appd      | Dis-<br>Appd | Can-<br>celed | Other<br>Action | Total | Defd    | Reg  |
| 1. APPLICANT TYPE         |                       |                         |           |              |               |                 |       |         |      |
| a. T/O Staff Applicants   | 678                   | 400                     | 167       | 13           | *55           | 34              | 269   | 29      | 780  |
| b. Other Full Fld. Inves. | 808                   | 307                     | 136       | 19           | 41            | 170             | 366   | _       | 749  |
| Totals                    | 1486                  | 707                     | 303       | 32           | 96            | 204             | 635   | 29      | 1529 |
|                           |                       |                         |           |              |               |                 |       |         |      |
|                           | 826                   | 217                     |           |              |               |                 | 491   | -       | 552  |
|                           | 147                   | 37                      |           |              |               |                 | 69    | -       | 115  |
| Totals                    | 973                   | 254                     |           |              |               |                 | 560   | -       | 667  |
| 3. CLASSIFIED PROCUREMENT | 460                   | 211                     | 178       | 1            | 0             | 0               | 179   | •       | 492  |
| 4. TECHNICAL CONTACTS     | 176                   | 43                      | 68        | 3            | 0             | 0               | 71    | •       | 148  |
| 5. ADMIN. SUPPORT         | 415                   | 73                      | 121       | 0            | 0             | 0               | 121   | -       | 367  |
| 6. MISCELLANEOUS          | 186                   | 47                      | 43        | 0            | 0             | 0               | 43    | -       | 190  |
| Totals                    | 1237                  | 374                     | 410       | 4            | 0             | 0               | 414   | -       | 1197 |
| GRAND TOTALS              | 3696                  | 1335                    |           |              |               |                 | 1609  | 29      | 3393 |

<sup>\*</sup> Of these cases,  $\underline{14}$ \* were cases presented by the Office of Security to the Applicant Review Panel for consideration.

25X1A

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#### OFFICE OF SECURITY

Identification of Other Full Field Investigative Cases Received as Shown in Table A under 1b

Month of <u>January</u> 1962

|          | Contract Type A                         |     |
|----------|---|-----|
|          | Contract Type B                         |     |
|          | Potential Applicant                     | 5   |
|          | Military Personnel                      | 52  |
|          | Contractor                              | ĺ   |
|          | Re-investigation                        | 100 |
| 25X1A    | Deferred Status                         |     |
| 23X IA   | *************************************** |     |
|          | Consultant                              |     |
|          | Medical Staff                           | 3   |
| STATSPEC | GSA                                     | 4   |
|          |   | 4   |
|          | Government Services Employees           | 3   |
|          | Supplemental Coverage (Applicant)       |     |
|          | Guard                                   | _   |
|          | B. E. C. Employee                       |     |
| 25X1A    | Potential JOT                           |     |
| 20/(1/(  | Employees                               |     |
|          | Career Agent                            |     |
|          | Total                                   |     |
|          |   |     |

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C-O-N-F-I-D-E-N-T-I-A-L

OFFICE OF SECURITY

REINVESTIGATION PROGRAM

Month of January 1962

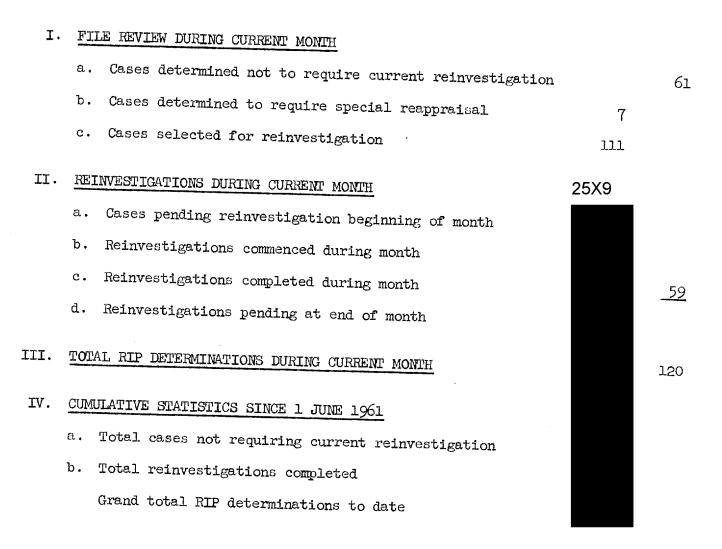


TABLE A-2

C-O-N-F-I-D-E-N-T-I-A-L

#### SECRET

### EXPLANATION OF CHART #1

### OVERT & SEMI-COVERT CASES

This Chart reflects statistics in Table A.

The solid line graph represents the total number of Overt & Semi-Covert Cases Received in the Office of Security for security clearance consideration.

The dot-dash line represents the total number of such cases Pending.

These cases include "T/O Staff Applicants" and "Other Full Field Investigative Cases", both of which normally require full field investigations. The latter category includes such types as consultants, staff type contract employees, military assignees, guards, char force, etc. Also included in the overall category of Overt & Semi-Covert 25X1A Cases are cases not requiring full field investigations, but on which checks are made at the request of

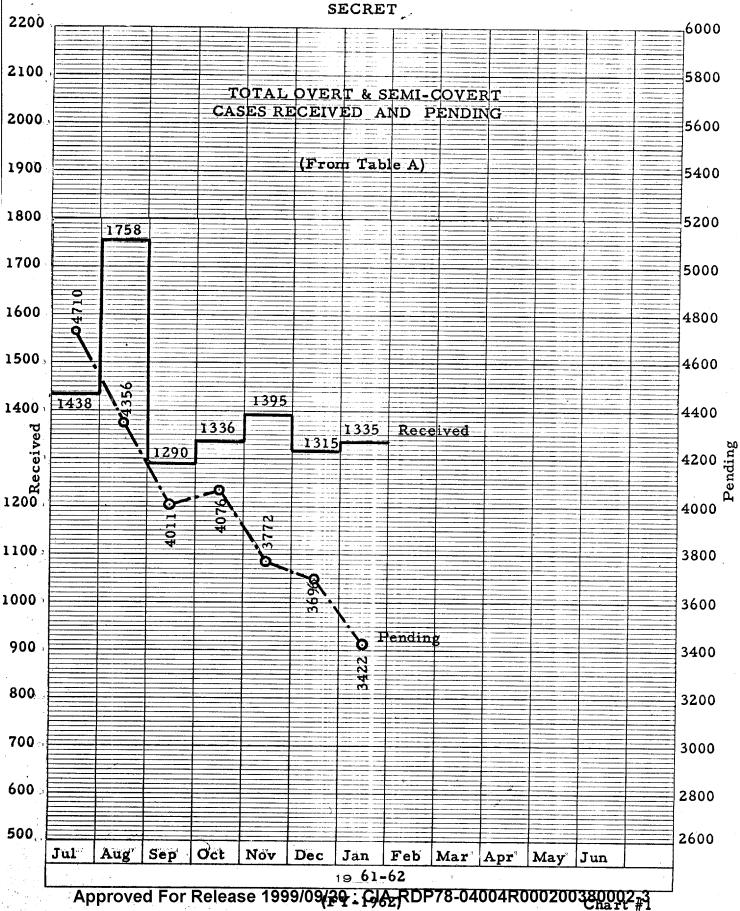
25X1A made on persons connected with the Agency Classified Procurement Program; also in addition are included Technical Contact, Administrative Support and miscellaneous cases handled in support of specific activities.

and those on which checks are

All cases received for security consideration are given National Agency Name Checks.

The full field investigative load contributed to by Overt & Semi-Covert Cases requiring such action is reflected in Table E and Charts 7 and 8.

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# T/O STAFF APPLICANT CASES

This Chart reflects statistics in Table A.

The solid line graph represents the total T/O Staff Applicant Cases

Received in the Office of Security for clearance consideration. These

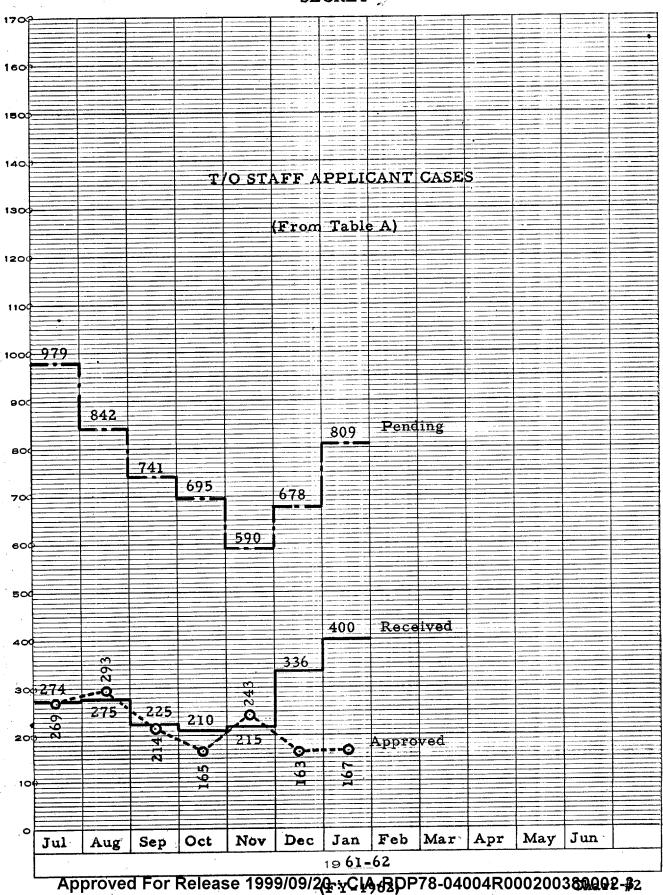
cases are included in the total Overt & Semi-Covert Cases shown in

Chart #1 but are shown separately here because of the particular interest of the Office and the Agency in the status of this type of case.

The dotted line graph represents the number of T/O Staff Applicant Cases Approved during the period.

The dot-dash line graph represents the backlog of T/O Staff Applicant Cases Pending and on which a security determination or other action has not yet been taken. The cases may be in process, in investigation, in appraisal or in a deferred status. Total pending cases are not simply the difference between cases received and cased approved. Disapprovals, cancellations and other actions also affect the pending case load.

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OFFICE OF SECURITY

RECORD OF

APPLICANT REVIEW PANEL ACTIONS

Month of January 1962

| SOURCE   | Pending<br>1st of | During | TOTAL | PROCESSED |             | Pending<br>End of |       |       |
|----------|-------------------|--------|-------|-----------|-------------|-------------------|-------|-------|
| ļ        | Month             | Month  |       | Approved  | Disapproved | Cancelled         | TOTAL | Month |
| SECURITY | 12                | 36     | 48    | 18        | 14*         | 4                 | 36    | 12    |
| OTHER    | 1                 | 3      | Ţŧ    | 0         | 1           | 0                 | 1     | 3     |
| TOTAL    | 13                | 39     | 52    | 18        | 15          | 4                 | 37    | 15    |

<sup>\*</sup> The  $\underline{14}$ \* cases are cancelled in the monthly report under the T/O staff applicants cancelled.

TABLE B

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#### OFFICE OF SECURITY

#### TIME FACTORS IN PROCESSING OVERT & SEMI-COVERT CASES

Month of January 19 62

| 1. PROCESSING TIME (For <u>188*</u> Regular Cases) |               |                                  |       |  |  |  |
|--|---------------|----------------------------------|-------|--|--|--|
| Time required during month to process to           | DAYS          | DAYS                             | TOTAL |  |  |  |
| Approval or Disapproval, "Applicant Type"          | in            | Research                         | DAYS  |  |  |  |
| cases received from Office of Personnel            | INVESTIGATION | APPRAISAL                        | DAIS  |  |  |  |
| (Average number of Days):                          | 71            | SRD P <b>S</b> D<br>9 <b>1</b> 1 | 91    |  |  |  |

| 2. ANALYSIS OF PROCESSING TIME | CASES |
|--------------------------------|-------|
| a. Less than 30 days           | 0     |
| b. 31 to 60 days               | 20    |
| c. 61 to 90 days               | 70    |
| d. 91 to 120 days              | 77    |
| e. 121 to 150 days             | 20    |
| f. over 150 days               | 1     |

| 3. CASES PENDING OVER 90 DAYS     | STAI     | rus     |
|-----------------------------------|----------|---------|
| Number of "Applicant Type" cases  | Deferred | Regular |
| received from Office of Personnel | 16       | 29      |
| and pending more than 90 days     | Total 16 | 29      |

<sup>\*</sup> This figure does not include <u>17</u> cases where clearances were granted without further or immediate investigation which, if included, would give a grand total of <u>205</u> cases.

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# EXPLANATION OF CHART #3 PROCESSING TIME OF "APPLICANT TYPE" CASES

This Chart reflects statistics in Table C.

The three graphs as labeled are self-explanatory.

In order to arrive at statistics which reflect a realistic time factor in the processing of applicant cases and which are meaningful to those who have an interest in the processing of an average case, the time required to process an "Applicant Type" case is determined by confining consideration of these statistics to Regular Applicant,

Consultant, and Military Assignee cases received from the Office of Personnel. Cases which would distort the averages by short processing time or those of a secondary priority nature which would unrealistically increase the average are not included.

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## Approved For Release 1999/09/2019 CNATROP78-04004R000200380002-3 170 160 PROCESSING TIME 150 OF "APPLICANT TYPE" CASES (From Table C) 130 TOTAL AVERAGE DAYS REQUIRED 120 TO COMPLETE 104 104 101 100 100 97 Tota 90 83 81 78 76 Days In 74 Investigation 71 70 50 40 Days In 24 -23 A12 R11 23 A-15 Appraisal & Research A-10 R-14 20 A-12 A-11 10 Feb Mar Apr Nov Dec Jan Jul Sep Oct 19.61-62

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Chart #3

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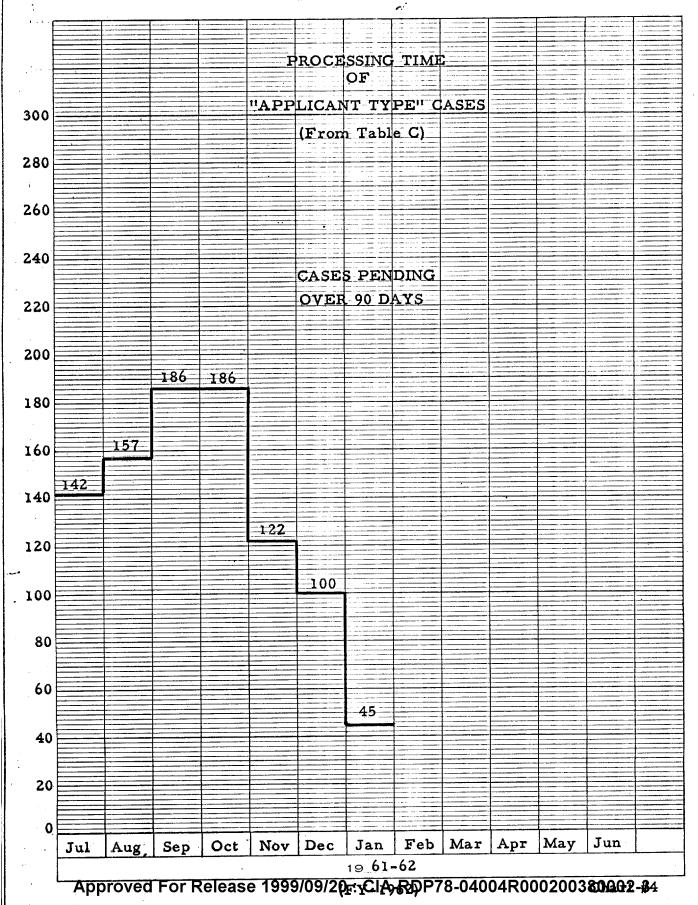
# EXPLANATION OF CHART #4 APPLICANT TYPE CASES PENDING OVER 90 DAYS

This Chart reflects statistics in Table C.

The solid line graph represents the number of "Applicant Type" cases which have been pending in the Office of Security for a period exceeding 90 days after having been received from the Office of Personnel for security clearances.

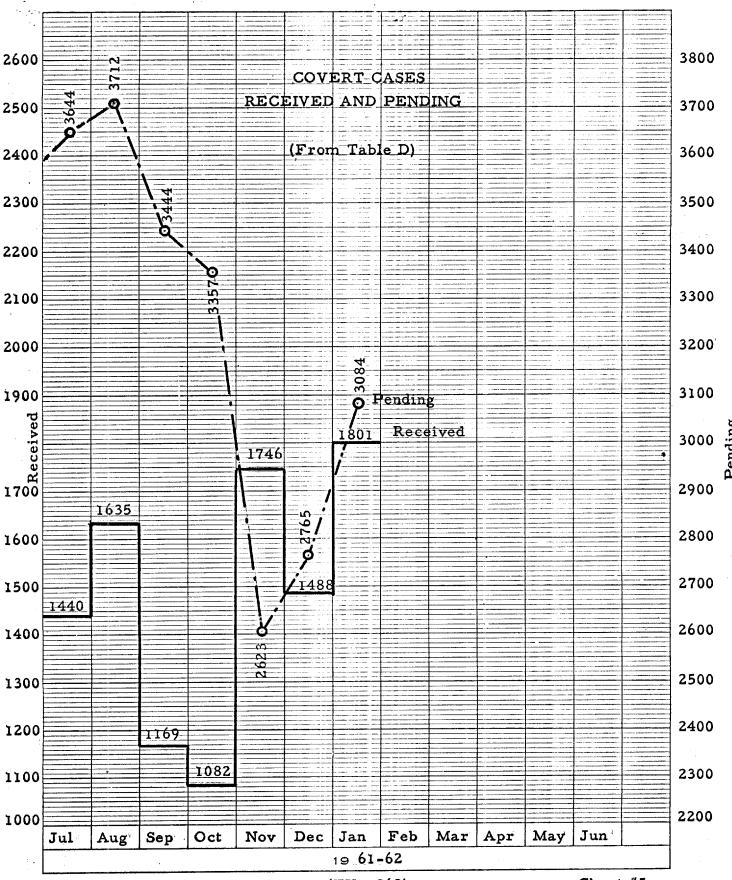
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(FY-1962) Chart #5 Approved For Release 1999/09/20 : CIA-RDP78-04004R000200380002-3 CONFIDENTIAL Next 1 Page(s) In Document Exempt

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# OFFICE OF SECURITY STATUS OF FIELD ACTIONS ON INVESTIGATIVE CASES

# Month of January 1962

| Cases for Full<br>Field Investigation | Pending<br>Beginning<br>of Month | Received<br>During<br>Month | Completed<br>During<br>Month | Pending<br>End<br>of Month |
|---------------------------------------|----------------------------------|-----------------------------|------------------------------|----------------------------|
| Overt and Semi-<br>Covert             | 1233                             | 692                         | 511                          | 1414                       |
| Covert                                | 1890                             | 898                         | 674                          | 2114                       |
| TOTAL                                 | 3123                             | 1590                        | 1185                         | 3528                       |

TABLE E

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## EXPLANATION OF CHART #7

### FULL FIELD INVESTIGATIVE CASES RECEIVED

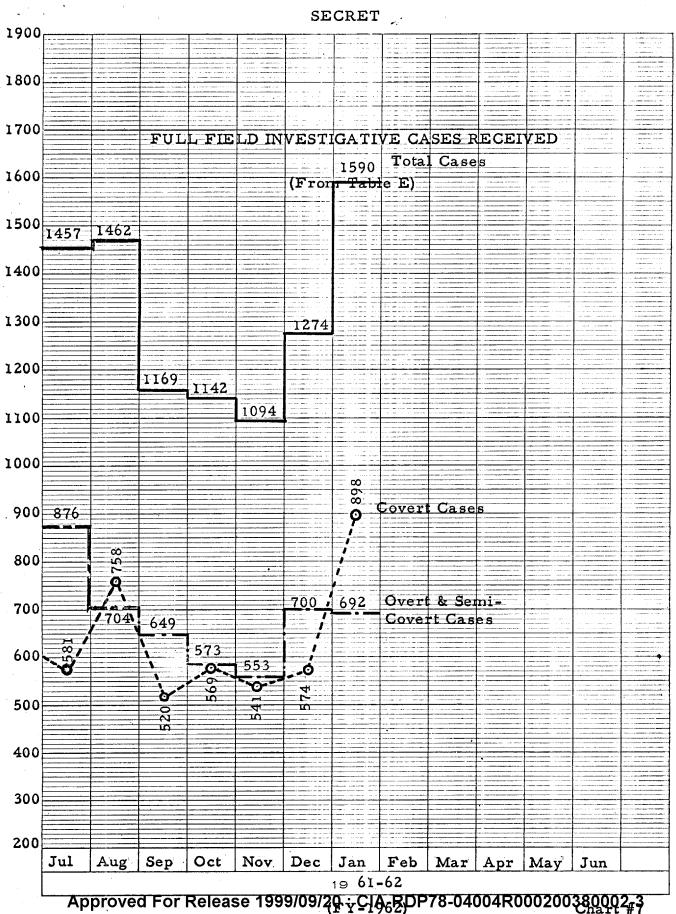
This Chart reflects statistics in Table E. They are representative of the types of cases reported in Tables A and D which require full field investigations and which have been processed to the field offices for action. Operational Support Activities are not included in these statistics.

The solid line graph represents the Total number of Overt & SemiCovert and Covert Cases which have been received in the field for Full
Field Investigations.

The dot-dash line graph represents the Overt & Semi-Covert cases included in the total.

The dotted line graph represents the Covert cases included in the total.

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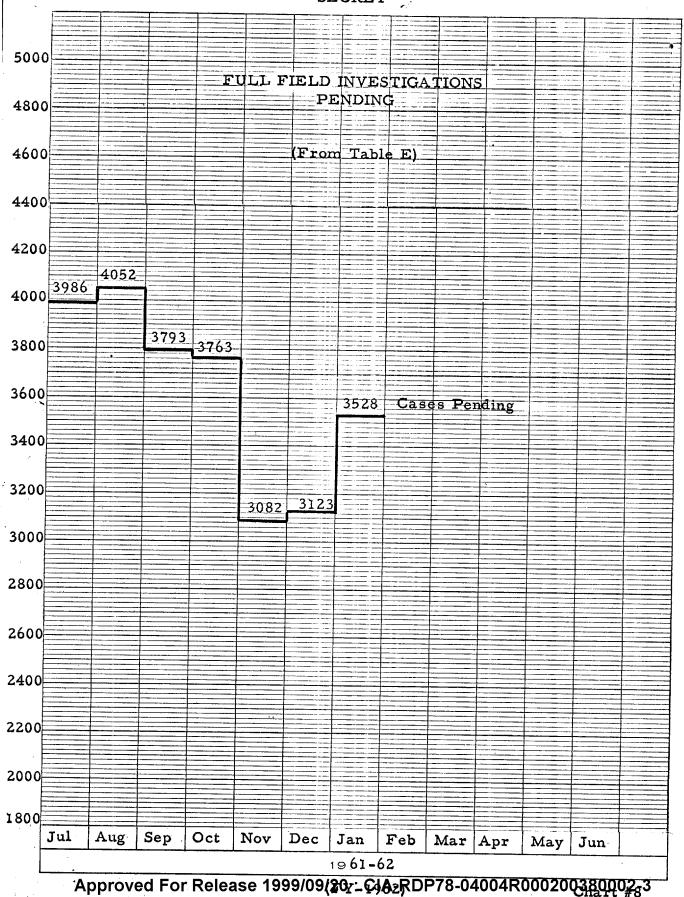
# EXPLANATION OF CHART #8 FULL FIELD INVESTIGATIONS PENDING

This Chart reflects statistics in Table E.

The solid line graph represents the total number of cases in the field pending Full Field Investigations. It reflects the backlog of investigative cases.

Covert Operational Support cases are not included in these statistics.

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#### OFFICE OF SECURITY

### CONTROL, SUPPORT AND SERVICE OF OVERT ACTIVITIES

Month of JANUARY 19 62

| ACTIVITY   | ACTIONS      |          |
|--|--------------|----------|
| 1. Requests for CIA record checks received from other agencies   |              | 3773     |
| 2. Security files reviewed in response to other agency requests  |              | 173      |
| (Requests pending over 10 days <u>124</u> )                      |              |          |
| 3. Employee interviews (Returnees, Resignees, Official Travelers | and Special) | 350      |
| 4. Employees' transfer and reassignment actions reviewed         | 501          |          |
| REQUESTS FOR APPROVAL OF:  | Disapproved  | Approved |
| 5. Training at outside institutions                              | 0            | 276      |
| 6. Private travel  | 0            | 33       |
| 7. Manuscripts, speeches, books, etc.                            |              | 90       |
| (Total pages reviewed <u>427</u> )                               |              |          |
| 8. Liaison contacts  | 10           | 1182     |
| 9. Miscellaneous outside activities                              | 1            | 540      |

### TRAINING ACTIVITIES

| 1. Security personnel receiving training during month  | These statistics |
|--|------------------|
| 2. Agency Security Indoctrination group lectures given | discontinued     |
|  | as of            |
| (Attendance  | January 1962     |

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## OFFICE OF SECURITY

# PHYSICAL SECURITY DIVISION ACTIVITIES

## JANUARY 1962

I

| Headquarters security violations reported, investigated and charged 48       |     |
|--|-----|
| Overseas security violations reported and charged 33                         |     |
| TOTAL  | 81  |
| Alleged violations investigated and cleared (Hdqrs. 30 Overseas 9)           | 39  |
| Foreign physical security surveys completed                                  | 0   |
| Domestic physical security surveys completed (4 major 2 minor)               | 6   |
| Physical security guidance and support actions rendered at Headquarters for: |     |
| Foreign Stations   | _50 |
| Domestic Installations   | 53  |
| Special foreign TDY physical security assignments (Man-days)                 | 11  |
| Special domestic TDY physical security assignments (Man-days)                | 0   |
| Special security investigations completed                                    | 9   |
| Special USIB investigations (Man-hours)                                      | 98  |

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# PHYSICAL SECURITY DIVISION ACTIVITIES - JANUARY 1962

II

| NSO Night Security Inspections (offices)   | 1,547   |
|--|---------|
| Other Security Matters Handled after hours by NSOs   | 1,566   |
| Safe combinations changed  | 414     |
| Safes Repaired   | 278     |
| CIA Identification Processes Performed   | 186     |
| Regular, Limited, Special and Maintenance Employees (GSA) Badges Issued  | 769     |
| Visitor Passes Issued  | 10, 228 |
| General Processed by Receptionists 5,373 Processed by Guards 1,644 TOTAL  7,017 Applicants 876 Forgotten Badges 770 Deliveries 1,565 |         |
| Armed Escort of Classified Material (Domestic Trips) (Man Hours - 40)  | 6       |
| III  |         |
| Safety inspections and investigations  | 32      |
| Safety briefings, meetings and conferences   | 35      |

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#### PHYSICAL SECURITY DIVISION ACTIVITIES - JANUARY 1962

## New Building Site

| Contract Guards on Duty                                | 26  |
|--|-----|
| Permanent type photographic badges issued              | 102 |
| One-Day (non-photographic) badges issued during period | 438 |

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# EXPLANATION OF CHART #11 AGENCY SECURITY VIOLATIONS

This Chart reflects statistics in Table H.

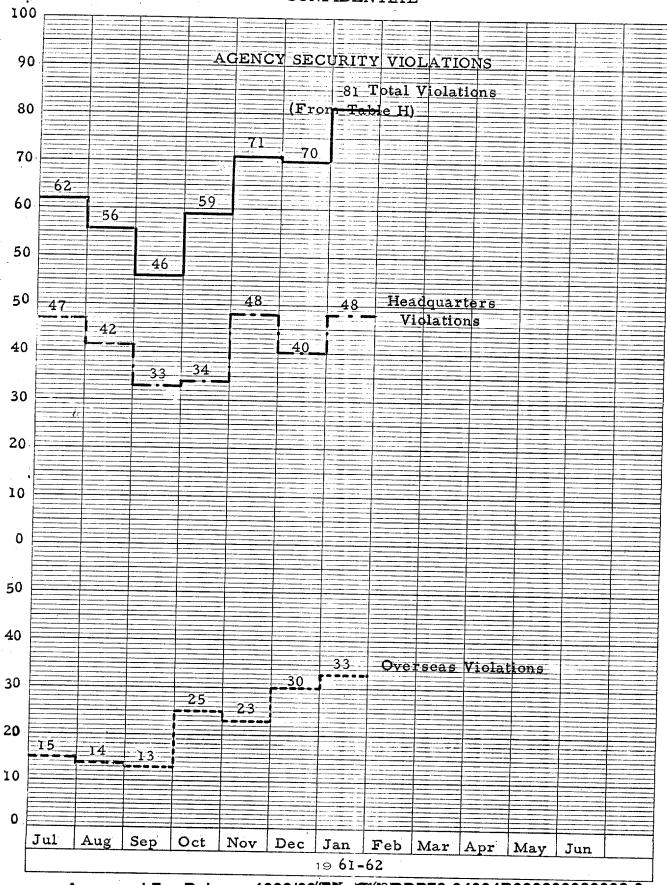
The solid line graph represents the total number of security violations charged in the Agency during the period. It is made up of the following:

Headquarters violations reported, investigated and charged, represented by the dot-dash graph line.

Overseas violations reported to headquarters and charged, represented by the dotted line graph.

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